



Greenskills Trainee Application Form

CONFIDENTIAL

The JMW Green Skills Traineeship is a 10-month program designed to support young people aged 16–24 who face barriers to employment. The traineeship offers practical experience and training in conservation and green skills, helping participants build confidence, gain qualifications, and develop the skills needed for future careers in the environmental sector.

Post applied for:

Location applied for:

Please extend any section if necessary. If additional sheets are used, please ensure they show your full name, the position applied for and the location.

Skills & Experience

In this section refer directly to the **Person Specification** section of the **Job Description** and describe how you demonstrate each of the points, giving examples from your personal experiences.

You can use examples of your experiences from any applicable event, such as employment, school., college or volunteering opportunities. What skills do you think you already have that could help you in this role?

Please return this application form to t.burden@tcv.org.uk. If you have any further questions about the vacancy call 07483045704 or visit the vacancy section on the TCV website at <http://www.tcv.org.uk/jobs>.

Supporting Statement

In this section, please tell us why you applied for this job and why you think you are the best person for the job, take the opportunity to highlight your talents and strengths, and what you feel you can bring to the role.

Employment History

Please provide your **full** employment history, starting with your most current post. You may need to use additional sheets, which should clearly identify the post you are applying for, the location and your full name. For any gaps in employment, please detail the reasons and dates.

Post held:	
Dates from (mm/yy):	Dates to (mm/yy):
Name and address of employer:	
Reason for leaving:	

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Education & Qualifications

List any qualifications, memberships of professional bodies and/or training relevant to your career development.

School/College/University etc.	Qualifications

Have you undertaken any other training that is relevant to this position?

References

Please provide two references, one from each of your last two paid/unpaid positions or educational establishments. Referees will not be contacted prior to interview, unless consent from the applicant has been obtained.

Reference 1

Name:	Job Title:
Address:	
Phone number:	Email address:

Reference 2

Name:	Job Title:
Address:	
Phone number:	Email address:

Personal Details

Surname:	Forename(s):
Address (including post code):	
Daytime phone number:	Evening phone number:
Email address:	
The Greenskills traineeship is designed to support young people aged between 16-24 who face barriers to employment.	
“Barriers to employment” refers to anything that challenges someone’s ability to get – and keep – a job. Some examples are lack of qualifications or experience, Neurodiversity, Disabilities, Addiction, Care experience, Poor Mental Health, Low income background, Young carers or Asylum seekers	
What barriers have you faced? Please give details:	
Will you be aged between 16-24 on the 13 th May 2026? Yes <input type="checkbox"/> No <input type="checkbox"/>	Are you under 18? Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you consider yourself to be disabled under the Equality Act 2010? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Do you require any specific arrangements for an interview? Yes <input type="checkbox"/> No <input type="checkbox"/> . If yes, please give details:	
Please tell us if you need any special requirements to enable you to take up this post successfully.	
<i>* We are a Disability Confident employer – applicants with a disability who meet the criteria of the post applied for are guaranteed to be invited to interview.</i>	
<i>This application form is also available in large print on request.</i>	
How did you hear about this vacancy?	
If you saw it advertised, where was this?	
How much notice do you need to give in your current position?	

A criminal record and TCV's Criminal Record Checking procedure

A criminal record will not necessarily be a bar to obtaining a position with TCV. Only related convictions will be considered in the selection process. If the position requires disclosure, the successful applicant will be required to complete a disclosure application form relevant to their work location (i.e. DBS for England and Wales, PVG for Scotland and Access NI for Northern Ireland).

If you have been convicted of any crime or offence, please include the date of offence, the date of conviction, details of the offence and the disposal/sentence *

** If the position you are applying for involves the provision of services to schools or the training of young people, you are obliged under the Rehabilitation of Offenders Act 1974 Exemption Amendment Order 1986 to disclose any previous convictions.*

Declaration

I confirm that the information given in this application for employment is correct and complete.

Signed by:
Print Name:
Date:

Data Protection TCV will deal with all sensitive personal data with the utmost confidence in line with the requirements of the Data Protection Act. Sensitive personal data will only be used for general statistical and monitoring purposes and will not be taken into account in short listing your application. All data will be stored and destroyed in line with Data Protection legislation.

The Data Protection Act 2018 – the personal data on this form will be used by TCV for recruitment purposes only and will not be made available to any third party.

Should you be unsuccessful in your application for this role, your personal data included on this form will be deleted after 6 months. However, if your application is successful and leads to employment with TCV, this will be retained on your personnel file and retained for seven years from the date you leave TCV's employment.

You can view TCV's privacy policy here: <https://www.tcv.org.uk/privacy>